

MISSISSIPPI STATE BOARD OF NURSING HOME ADMINISTRATORS
644 LAKELAND EAST DRIVE, SUITE C; FLOWOOD, MS 39232

Rule 12. Administrator-in-Training and Preceptor

A. Administrator-in-Training (A.I.T.)

- (1) After Board action is taken to approve the applicant's qualification, as set forth in Rule 4, the applicant must serve as a full-time practicing Administrator-in-Training in a licensed nursing home in Mississippi for a minimum period of six (6) consecutive months.
- (2) The A.I.T. program is a forty (40) hour per week program that must include a minimum of eight (8) hours per week under the close, personal and direct supervision of a certified preceptor. ***If due to no fault of the A.I.T., his/her preceptor becomes unable to complete the six month program as agreed, due to a job change, illness, etc., the A.I.T. shall immediately notify the Board office and will be given four weeks to secure another preceptor and submit the proper A.I.T./Preceptor Agreement Form. The Agreement shall cover the remaining period of time in order to complete the full six month program (1,040 hours).***
- (3) Within ten days of beginning an Administrator-in-Training program, a Program Outline must be forwarded to the Board. Monthly reports documenting learning experiences and activities related to the Administrator-in-Training program are to be submitted to the Board on established forms ***no later than the 15th day of the following month***. Any required form or report which is received thirty (30) days late will result in the internship being terminated.
- (4) An Administrator-in-Training may not sit for the Nursing Home Administrators National Examination unless he/she has completed the six (6) months training and completed a Board approved training course covering the Domains of Practice for Nursing Home Administrators.
- (5) Following completion of the six (6) months Administrator-in-Training program, and prior to receiving a regular license, the trainee shall successfully pass such tests as required by the Board to determine if he/she has received training and experience consistent with guidelines established by the Board.
- (6) Prior to receiving a license, the Administrator-in-Training must complete a two-day training course with the Office of Licensure & Certification.
- (7) Failure to successfully complete licensing requirements within ***eighteen months*** after beginning the A.I.T. program will result in the loss of all accomplishments and fees.

RULE AMENDMENTS IN BOLD ITALIC